



SACHI A. HAMAI
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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MEMBERS OF THE BOARD

GLORIA MOLINA

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DON KNABE

MICHAEL D. ANTONOVICH

March 02, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

12 MARCH 2, 2010

Sachi A. Hamai
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EXECUTIVE OFFICER

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

SUBJECT

ADOPTION OF CONFLICT OF INTEREST AND DISCLOSURE CODES.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for City of Glendale/Glendale Community College District Joint Powers Authority; Long Beach Unified School District; and Southeast Los Angeles County Workforce Investment Board Policy Board to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes

when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

NEW AGENCY:

(City of Glendale/Glendale Community College District Joint Powers Authority)

- The Authority has adopted by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as it's Conflict of Interest Code and have adopted the County's Model Disclosure Categories.
- The Authority has designated the following positions as code filers: Commissioner; Auditor and Treasurer; and Consultant.

SUBSTANTIVE CHANGES:

(Long Beach Unified School District)

- Modifies the Incorporation Page to reflect those positions that will file directly with the Board Executive Office.
- Deletes Deputy Superintendent; Facility Planning and Management Director; and Facility Planning and Management Assistant Director from the code due to reorganization.
- Under Officials Who Manage Public Investments, the position of Chief Business and Financial Officer will no longer file pursuant to Government Code §87200.

- Changes the title and expands the disclosure of one (1) position.
- Adds Chief Business and Financial Officer; and Executive Director, Facility Development and Planning to the code.

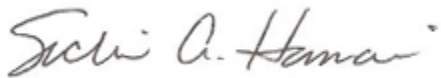
(Southeast Los Angeles County Workforce Investment Board Policy Board)

- The Authority's Conflict of Interest Code will no longer possess the written entirety of Regulation 18730 (2 Cal. Code of Regulation, §18730) since they have adopted the use of the County's Incorporation Page which incorporates by reference the regulation.
- Exhibits A and B are being reversed with Exhibit A now appearing before Exhibit B.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,



SACHI A. HAMAI
Executive Officer, Board of Supervisors

SAH:DG:kw

Enclosures

c: Chief Executive Officer
County Counsel

Conflict of Interest Code
Of the

**CITY OF GLENDALE AND GLENDALE COMMUNITY COLLEGE DISTRICT
JOINT POWERS AUTHORITY**

**Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference**

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioners and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**CITY OF GLENDALE AND GLENDALE COMMUNITY COLLEGE DISTRICT
JOINT POWERS AUTHORITY**

EXHIBIT "A"

DEFINITIONS

Jurisdiction:

Refers to the land where Glendale Community College is situated. The campus is located at 1500 North Verdugo Road, Glendale, CA 91208-2894. All of the parking lots and parking structures operated by the Authority are located on or near the Glendale Community College campus. (See Attachment A)

Attachment A — *Map of Glendale Community College and Campus Parking Areas*

Attachment A, which is incorporated by reference, is a map of the Glendale Community College campus which identifies all of the College's parking areas. The parking lots and parking structures of the Authority are noted below and are illustrated on "Attachment A".

Parking Lots: Lots 30, 31, 32, 33, and 34

Parking Structures: The Civic Auditorium Parking Structure, Parking Lot B and Parking Lot C, including the campus parking structure.

GENERAL PROVISIONS

When a designated employee is required to disclose investments and sources of income, he/she need only disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction.

Designated employees shall disclose their financial interest pursuant to the appropriate disclosure category as indicated herein.

**CITY OF GLENDALE AND GLENDALE COMMUNITY COLLEGE DISTRICT
JOINT POWERS AUTHORITY**

EXHIBIT "A"

DISCLOSURE CATEGORIES

Category 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

Category 2

Persons in this category shall disclose all investments and business positions.

Category 3

Persons in this category shall disclose all income and business positions.

Category 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

Category 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

**CITY OF GLENDALE AND GLENDALE COMMUNITY COLLEGE DISTRICT
JOINT POWERS AUTHORITY**

EXHIBIT "B"

Designated Positions

Disclosure Categories

Commissioner

1, 2, 3

Auditor and Treasurer*

1, 2, 3

Consultant

5

Auditor and Treasurer* — The duties and responsibilities of this position are performed by the *Controller* for the Glendale Community College District.

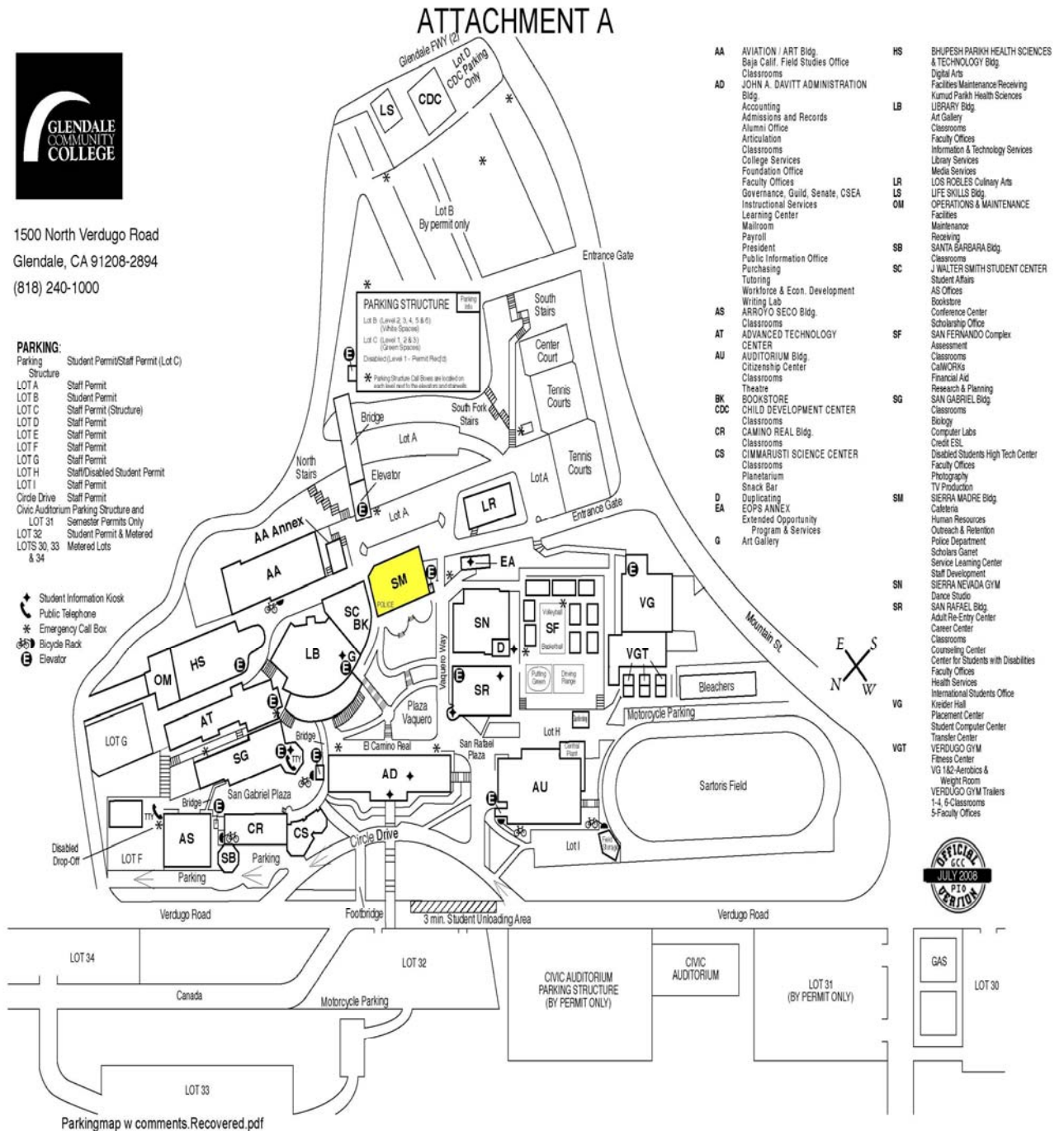
EFFECTIVE:



1500 North Verdugo Road
Glendale, CA 91208-2894
(818) 240-1000

PARKING:
PARKING Structure
LOT A Student Permit
LOT B Student Permit
LOT C Student Permit (Structure)
LOT D Staff Permit
LOT E Staff Permit
LOT F Staff Permit
LOT G Staff Permit
LOT H Staff/Disabled Student Permit
LOT I Staff Permit
Circle Drive Staff Permit
Civic Auditorium Parking Structure and
LOT 31 Semester Permits Only
LOT 32 Student Permit & Metered
LOTS 30, 33 & 34 Metered Lots

Student Information Kiosk
Public Telephone
Emergency Call Box
Bicycle Rack
Elevator



Parkingmap w comments.Recovered.pdf

Conflict of Interest Code
Of the

LONG BEACH UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members and its Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

LONG BEACH UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

LONG BEACH UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

| <u>Designated Positions</u> | <u>Disclosure Categories</u> |
|---|-------------------------------------|
| Members of the Board of Education | 1, 2, 3 |
| Superintendent | 1, 2, 3 |
| Chief Business and Financial Officer | 1, 2, 3 |
| Assistant Superintendent, Elementary Schools | 4 |
| Assistant Superintendent, Middle/K-8 Schools | 4 |
| Financial Services Officer | 2, 3 |
| Assistant Purchasing Director | 2, 3 |
| Buyers | 4 |
| Consultant | 5 |
| Contract Analyst | 4 |
| Contract Manager | 4 |
| Deputy Superintendent, Curriculum, Instruction & Professional Development | 2, 3 |
| Executive Director, Facility Development and Planning | 1, 2, 3 |
| Food Services Director | 4 |
| Maintenance Director | 4 |

**LONG BEACH UNIFIED SCHOOL DISTRICT
EXHIBIT "B" (Continued)**

| <u>Designated Positions</u> | <u>Disclosure Categories</u> |
|--|-------------------------------------|
| Purchasing Director | 2, 3 |
| Risk Management Director | 4 |
| Business Services Administrator | 1, 2, 3 |
| Assistant Superintendent of High Schools | 4 |

EFFECTIVE:

Conflict of Interest Code
of the

SELACO POLICY BOARD

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members and its Policy Board Administrator and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

SELACO POLICY BOARD

EXHIBIT “A”

DISCLOSURE CATEGORIES

CATEGORY 1: All investments and business positions in, and income from, business entities that:

- (a) Manufacture, provide or sell services, supplies, materials, machinery, vehicles or equipment of a type used by the Policy Board and that do business, plan to do business within the next year, or have done business within the past two (2) years within the boundaries of the cities represented on the Policy Board; and that
- (b) Own real property, plan to own real property within the next year, or have owned real property within the past two (2) years within the boundaries of the cities represented on the Policy Board.
- (c) Business entities located within Los Angeles County that train people for employment or employment improvement.
- (d) Employment agencies located in Los Angeles County.
- (e) Business entities that employ, or plan to employ, persons who have received Job Training Partnership Act (JTPA) or Workforce Investment Act (WIA) training for which the SELACO WIB was responsible.

CATEGORY 2: All interests in real property located in whole or in part within, or not more than two (2) miles outside, the boundaries of the cities represented on the Policy Board.

CATEGORY 3: Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions that affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be determined by the executive officer (or head) of the agency.

SELACO POLICY BOARD

EXHIBIT “B”

DESIGNATED POSITIONS

| <u>Designated Positions</u> | <u>Disclosure Categories</u> |
|------------------------------------|-------------------------------------|
| Board Members | 1, 2 |
| Policy Board Administrator | 1, 2 |
| General Counsel | 1, 2 |
| Treasurer/Auditor | 1, 2 |
| Assistant Officers | 1, 2 |
| Consultant | 3 |

EFFECTIVE: